

COMPENSATION BOARD DOCKET #21/04

October 22, 2020

Due to the declared State of Emergency and because of the unique characteristics of the COVID-19 virus making it impracticable and unsafe for the Compensation Board members and necessary staff to assemble in a single location, the Compensation Board is conducting this meeting electronically pursuant to § 4-0.01, paragraph g. of Chapter 1283, 2020 Acts of Assembly (effective April 24, 2020). The Compensation Board is meeting electronically at this time to continue operations and discharge of the agency's lawful purposes, duties and responsibilities.

307-21-04: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>CONSENT DOCKET</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------|------------------------------|---|-----------------------|-------------------|---|
| VARIOUS | SHERIFFS/ SUPERINTENDENTS | October 21, 2020 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories. | | \$0.00 | Approved per the Compensation Board's FY21 Budget Priorities and Policies. This is a one-time transfer, not in the base budget. |

| FIPS | Office Code | Locality Name | Request Date | From Category | To Category | Amount Available | Amount Requested |
|--------------|-------------|-------------------------------------|--------------|-----------------|----------------|-----------------------|-----------------------|
| 405 | 307 | Albemarle/Charlottesville Reg. Jail | 10/16/2020 | Vacancy Savings | Temporary | \$26,910.73 | \$26,910.73 |
| 450 | 307 | Rappahannock Reg. Jail | 10/16/2020 | Vacancy Savings | Temporary | \$394,392.99 | \$394,392.99 |
| 455 | 307 | Western Tidewater Reg. Jail | 10/16/2020 | Vacancy Savings | Office Expense | \$10,160.07 | \$10,160.07 |
| 465 | 307 | Riverside Reg. Jail | 10/8/2020 | Vacancy Savings | Office Expense | \$749,533.55 | \$749,533.55 |
| 480 | 307 | New River Reg. Jail | 10/19/2020 | Vacancy Savings | Temporary | \$146,592.81 | \$70,000.00 |
| 480 | 307 | New River Reg. Jail | 10/19/2020 | Vacancy Savings | Office Expense | \$0.00 | \$76,592.81 |
| 485 | 307 | Blue Ridge Reg. Jail | 10/7/2020 | Vacancy Savings | Temporary | \$238,079.20 | \$238,079.20 |
| 492 | 307 | Southwest Reg. Jail | 10/16/2020 | Vacancy Savings | Temporary | \$70,649.84 | \$70,649.84 |
| 495 | 307 | Meherrin River Reg. Jail | 10/16/2020 | Vacancy Savings | Office Expense | \$143,818.43 | \$143,818.43 |
| 496 | 307 | RSW Reg. Jail | 10/16/2020 | Vacancy Savings | Office Expense | \$95,075.09 | \$95,075.09 |
| 650 | 307 | Hampton City | 10/16/2020 | Vacancy Savings | Office Expense | \$225,852.93 | \$225,852.93 |
| 710 | 307 | Norfolk City | 10/2/2020 | Vacancy Savings | Temporary | \$169,317.93 | \$169,317.93 |
| 760 | 307 | Richmond City | 10/14/2020 | Vacancy Savings | Office Expense | \$486,912.79 | \$286,912.79 |
| 760 | 307 | Richmond City | 10/14/2020 | Vacancy Savings | Temporary | \$0.00 | \$200,000.00 |
| 770 | 307 | Roanoke City | 10/6/2020 | Vacancy Savings | Temporary | \$40,083.00 | \$30,000.00 |
| 770 | 307 | Roanoke City | 10/6/2020 | Vacancy Savings | Office Expense | \$0.00 | \$10,083.00 |
| Total | | | | | | \$2,797,379.36 | \$2,797,379.36 |

307-21-04: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|--|------------------------------|--|--|--|
| EMERGENCY CORRECTIONS POSITION REALLOCATION | SHERIFFS/ SUPERINTENDENTS | <p>October 21, 2020 – During the budget allocation process for FY21, the Compensation Board identified two offices in excess of staffing standards for emergency corrections deputy/officer positions. Due to the extenuating circumstances of the coronavirus pandemic, the Compensation Board approved an exception to policy to allow the two impacted offices to maintain the emergency corrections positions until such time as attrition occurred in corrections positions during FY21, at which time funding for the emergency corrections positions in excess of the standards would be removed and reallocated to other office(s) due emergency corrections deputy/officer positions under the standards.</p> <p>During budget development, the Norfolk Sheriff's office was in excess of the staffing standard by 24 emergency corrections deputy positions. Seven positions were vacant and reallocated during the budget development process for FY21. The Roanoke City Sheriff's office was in excess of the staffing standard by 4 emergency corrections deputy positions. All 21 positions have been vacated in FY21 and are due for reallocation.</p> <p>Both sheriffs state their understanding that funding for the positions will be removed from their office budgets effective October 1, 2020. Staff notes the following allocation of EC7 positions effective November 1, 2020 in accordance with emergency corrections staffing standards, as determined during the FY21 budget development process:</p> | (\$76,568 FY21) (\$71,139 Reimb) (\$18,837 Annlzd) | <p>Approved as recommended, in accordance with action taken on April 28, 2020 to establish budgets for FY21.</p> <p>Board notes that staff should take action to adjust temporary salaries funding budgeted to Rockbridge Regional Jail in May, 2020 for July 1, 2020 to December 31, 2020 based upon the conversion of temporary salaries funds to full-time positions effective November 1, 2020, pursuant to action taken by the Compensation Board at its meeting on May 21, 2020.</p> |

| FIPS | LOCALITY | POSITION NUMBER | VACANT CLASS | # OF POSITION CHANGE | # OF POSITIONS AVAILABLE TO REALLOCATE | BAND MINIMUM | ANNUAL SALARY CHANGE | FY21 REIMB SAL CHANGE | FY21 FUND CHANGE |
|------|--------------------|---|--------------|----------------------|--|--------------|----------------------|-----------------------|-------------------|
| 710 | Norfolk | 77135, 78513, 78517, 78599, 78600, 78603, 78604, 78605, 78617, 78618, 78621, 78625, 78632, 78637, 78640, 78858, 79120 | EC7 | -17 | -17 | \$33,475 | (\$569,075) | (\$426,806) | (\$417,549) |
| 770 | Roanoke City | 78360, 78786, 78824, 78864 | EC7 | -4 | -4 | \$33,475 | (\$133,900) | (\$100,425) | (\$98,247) |
| 445 | Rockbridge RJ | | EC7 | 3 | 3 | \$32,578 | \$97,734 | \$65,156 | \$62,747 |
| 493 | Middle River RJ | | EC7 | 18 | 18 | \$32,578 | \$586,404 | \$390,936 | \$376,481 |
| | Total Funds | | | | 0 | | (\$18,837) | (\$71,139) | (\$76,568) |

772-21-04: COMMONWEALTH'S ATTORNEYS
NONE.

773-21-04: CIRCUIT COURT CLERKS
NONE.

771-21-04: COMMISSIONERS OF THE REVENUE
NONE.

774-21-04: TREASURERS
NONE.

OTHER MATTERS

NEW BUSINESS:

| | | | REGULAR DOCKET | | |
|----|---|--------------------|---|-------------------|---|
| | <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
| 1. | MEETING MINUTES | COMPENSATION BOARD | Staff presents minutes for approval as follows: Docket #21/03. | N/A | Approved. |
| 2. | COMPENSATION BOARD MEETINGS | COMPENSATION BOARD | Confirmation of upcoming Board meetings: Thursday, November 19, 2020 at 10:00 a.m. and Thursday, December 17, 2020 at 10:00 a.m. | N/A | Confirmed. |
| 3. | LAWFUL EMPLOYMENT TRAINING | COMPENSATION BOARD | Lawful employment training was conducted virtually over two days, October 8-9, 2020. Approximately 147 constitutional office and regional jail attendees participated in the virtual training session. | N/A | Noted. |
| 4. | NEW OFFICER TRAINING | COMPENSATION BOARD | The Compensation Board's New Officer Training is scheduled for December 9-11, 2020. Staff is planning for a virtual conference in 2020. Staff is aware at this time of an estimated 13 new officers that may be invited to attend. | N/A | Noted. |
| 5. | JAIL COST REPORT | COMPENSATION BOARD | Staff presents the FY2019 Jail Cost Report. | N/A | Approved. |
| 6. | MENTAL ILLNESS IN JAILS REPORT | COMPENSATION BOARD | Staff presents the draft 2020 Mental Illness in Jails Report. | N/A | Review ongoing, informal approval anticipated by November 1, with formal approval deferred to the November board meeting. |
| 7. | TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING | COMPENSATION BOARD | <p>Collections:</p> <p>FY21 collections for July through September totaled \$2,435,812.73, an increase of 33.35% compared to the same period of collections in FY20.</p> <p>Expenditures:</p> <p>FY21 year-to-date Clerk's expenditures through 10/19/20, totaled \$916,592.13 or 13.16% of budgeted Technology Trust Funds.</p> <p>Projections:</p> <p>Based on current collections to date, FY21 TTF total collections would be approximately \$9.74 million, an increase of 32.25% compared to FY20 collections.</p> | N/A | Noted. |

CLOSED MEETING
COMPENSATION BOARD DOCKET #21/04
October 22, 2020

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman Tyrone Nelson. (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

| | | |
|-------------------------|------------------------------|-----------------------------|
| Tyrone Nelson, Chairman | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Craig Burns, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Martha Mavredes, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

AND

MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

| | | |
|-------------------------|------------------------------|-----------------------------|
| Tyrone Nelson, Chairman | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Craig Burns, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Martha Mavredes, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

HANDCARRY COMPENSATION BOARD DOCKET #21/04 October 22, 2020

772-21-04: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>CONSENT DOCKET</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------|-------------------------|--|-----------------------|-------------------|--|
| VARIOUS | COMMONWEALTH'S ATTORNEY | Officer(s) request an exception to the Substitute Prosecutor 60-day reimbursement policy. Expenses for travel for the cases below were received by the Compensation Board after the 60-day reimbursement period. | | \$242.74 | Approved as a one-time exception to policy, based upon the specific conditions stated by the officers. |

| FIPS | Office | Locality | Prosecutor | Expenses From - To | Defendant | Total |
|------|--------|--------------|----------------|--------------------|---------------------|-----------------|
| 005 | 772 | Alleghany | John McNeil Jr | 3/5/20-6/17/20 | Investigation | \$147.20 |
| 071 | 772 | Giles | Thomas Bowers | 5/2019 - 9/2019 | Stacey Nicole Jones | \$127.60 |
| | | Total | | | | \$274.80 |

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
Date: October 22, 2020
Time: 10:00 a.m.
Location: Compensation Board Electronic Meeting by Conference Call
+1 617-675-4444; PIN: 979 569 168 6173#
Members: Tyrone Nelson, Chairman (present)
Craig Burns, Ex Officio member (present)
Martha Mavredes, Ex Officio member (present)

H:\Word\Docket\FY21\October FY21 Minutes.docx